

1 June 1949

SUBJECT: Distribution Control of Certain Army Intelligence Information Reports

Policy.

1. Certain Intelligence Information Reports of the Department of the Army which are received in Intelligence Division, GS, USA from field collection agencies disclose the identity of source agencies or individuals or other information of a sensitive character and accordingly require close control.

2. Such reports are to be furnished to CIA, but for purposes of identification will carry the following warning phrase in the left hand margin of the report:

"It is requested that any distribution of this report be made on a need to know basis as unrestricted dissemination of the material contained herein is deemed to be prejudicial of the interests of the Department of the Army."

3. It shall be the policy of this Office to honor fully the spirit and the letter of the Army restriction thus imposed

Procedure.

1. Upon receipt of a report of subject nature, Information Control Division, Administrative Staff will indicate the control limitation upon distribution and use of the report by affixing to the face of page one of such report the rubber-stamped words "NOTE WARNING PHRASE".

2. Information Control will route and hand-deliver the subject report to the chief of the component or components of cognizance personally rather than by routine branch or group designation for normal processing through component Information Control.

3. Upon receipt of a report so marked and so addressed, it shall be the personal responsibility of the chief of component (or in his absence, of the designated acting chief) to insure that such report is properly logged and is limited in its perusal and distribution to those personnel of his component who have the need to know, and to none others except further addressees, as designated.

4. Such reports will be filed or stored separately from non-controlled items.

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Reports and Estimates

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